

Job Opening

Goodwill Industries of Southwestern Michigan provides employment, education, training, and support services to individuals and families so they can achieve self-sufficiency.

Our Values: Success – Collaboration – People – Positivity

Position:	Assistant Store Manager
Location:	Otsego, MI
Wage:	Based on Experience + Benefits (Medical, Dental, Vision, Life Insurance, PTO, and 403(b))
Classification:	Full-time Staff
Number of Openings:	1 2/6/2016
Hours:	Varied including days, evenings, and weekends
Submit Applications To:	http://www.goodwillswmi.org/2016/02/08/assistant-store-manager-otsego-2/

Job Duties:

- Supervise, train and coach team members so they perform to the highest level of their abilities
- Demonstrate competence in all levels of jobs performed in the store
- Work with team members to meet and exceed established sales goals through service, production, merchandising and accurate business practices
- Maintain proper in-store stock levels of merchandise and stock rotation
- Oversee all aspects of Cash Handling procedures
- Follow all safety and retail guidelines and procedures
- Perform any additional duties needed to ensure smooth, profitable operation of the facility

Qualifications:

Demonstrated competence in interpersonal relations, leadership and problem solving
 Demonstrated experience in cash handling
 Strong reading, writing, speaking and communication skills
 Ability to train and explain processes to others
 Ability to motivate self and others
 Previous supervisory experience preferred
 Previous retail and merchandising experience preferred
 High school diploma or equivalent required
 Additional college coursework preferred
 Must be able to lift 35 pounds repeatedly, reaching, bending, twisting; extended periods spent standing
 Must be able to work a variety of hours in order to close or open the store
 Must have a reliable vehicle in order to conduct required off-site agency business
 Must possess a valid motor vehicle operator license
 Must pass a pre-employment drug screen and theft-related background check

Equal Opportunity Employer: Persons are recruited, hired, assigned and promoted only on the basis of job related criteria and without regard to age, ancestry, arrest record, citizenship, color, familial status, gender, gender identification, height, marital status, national origin, non-job-related disability, race, religion, sex, sexual orientation, veterans' status or weight. This includes those affected by pregnancy, childbirth or related medical condition.